

GOVERNMENT OF MAURITIUS

**SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE
PUBLIC SERVICE COMMISSION REGULATIONS**

Ministry: Finance and Economic Development

Post: Director, Internal Control

Salary: Rs 86,000 (01 00 91)

Effective Date: 23 April 2014

Qualifications: By promotion, on the basis of experience and merit, of an officer who holds a substantive appointment in the grade of Deputy Director, Internal Control and who –

- (i) has an in-depth knowledge of internal control procedures, related legislations and latest trends in internal control framework and the design of work systems;
- (ii) possesses excellent leadership, managerial and organising skills;
- (iii) has the ability to provide strategic and visionary advice on internal control matters;
- (iv) is proactive and able to work under pressure and meet tight deadlines;
- (v) possesses excellent analytical skills and has the ability to adopt a multi-disciplinary approach to decision-making; and
- (vi) has training potentials.

Role and Responsibilities: To be responsible to the Financial Secretary for Government Audit matters and for conducting Internal Audits for all Ministries/Departments and providing assurance to Accounting Officers/Supervising Officers on good governance, risk management and control processes.

- Duties:**
1. To develop internal audit strategies for all Ministries/Departments.
 2. To ensure the effective management of officers of the Internal Control Cadre.

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CERTIFIED CORRECT

*for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms*

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3. To provide guidance to officers of the Cadre so as to ensure economic, efficient and effective use of resources and adherence to management policies.
4. To ensure that quality internal audit is maintained across all Ministries/ Departments.
5. To review and update financial regulations in collaboration with the Director, Office of Public Sector Governance, Accountant-General, Director (Financial Operations) and Director (Procurement and Supply).
6. To ensure that officers of the Internal Control Cadre are appropriately trained and to mentor/guide them in line with standard practices and procedures.
7. To carry out such specific duties as may be assigned by the Financial Secretary.
8. To initiate action to ensure the development of co-ordination and effective working relationship with other review agencies.
9. To liaise with Accounting Officers/Supervising Officers of Ministries/Departments, the National Audit Office and the Office of the Public Sector Governance on matters relating to internal audit.
10. To use ICT in the performance of his duties.
11. To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Director, Internal Control in the roles ascribed to him.



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